



NEW JERSEY DEPARTMENT OF ENVIRONMENTAL PROTECTION

SITE REMEDIATION PROGRAM
UST Registration and Billing Unit
PO Box 420, Mail Code 401-05H, Trenton, N.J. 08625-0420
609-292-2943 • www.state.nj.us/dep/srp/bust

STATE USE ONLY

Check In ☐ Yes ☐ No

UNDERGROUND STORAGE TANK
FACILITY CERTIFICATION QUESTIONNAIRE

FACILITY UST # (PROGRAM INTERST ID): _____

Completion of this Registration Questionnaire will satisfy the registration requirements of the Underground Storage of Hazardous Substances Act, N.J.S.A. 58:10A-21 et seq., and the Underground Storage Tank Rules N.J.A.C. 7:14B et. seq.

Check appropriate box

- A. ☐ This is a registration of a proposed or newly installed underground storage tank. (This form must be filed at least 30 days prior to operation)
B. ☐ This is a registration of an existing underground storage tank not presently registered.
C. ☐ This is a correction or amendment to an existing facility registration (Check type of change below)
D. ☐ There have been no changes to the facility registration since last submittal. (Complete Section A, C & E)

If "C" is checked above, please check the appropriate type of change(s) below

- | | | |
|--|--|---|
| <input type="checkbox"/> Facility Name and/or Address Change | <input type="checkbox"/> Type of Product(s) Stored | <input type="checkbox"/> Financial Responsibility Change (Including Policy Renewal) |
| <input type="checkbox"/> Owner Name and/or Address Change | <input type="checkbox"/> Substantial Modification(s) (see 14B) | <input type="checkbox"/> Sale or Transfer (Complete entire form) |
| <input type="checkbox"/> Facility Operator and/or Address Change | <input type="checkbox"/> Tank(s) and/or Piping Changes | <input type="checkbox"/> Other (please specify) _____ |
| <input type="checkbox"/> Owner Contact Person Change | <input type="checkbox"/> Closure (Complete Section B Questions 1, 4, 5, 12C) | |

SECTION A -GENERAL FACILITY INFORMATION

1. Facility Name	_____	
2. Facility Location	_____	
Address Line 1	_____	
Address Line 2	_____	
City or Municipality	_____	
	_____ COUNTY	_____ STATE
	_____ ZIP CODE	_____ BLOCK
	_____ LOT	
3. Facility Operator	_____	
	ORGANIZATION (If applicable, e.g. Company) or INDIVIDUAL	
Contact Person	_____	
	PERSON	TITLE
	_____	_____
	PHONE NUMBER (INCLUDE AREA CODE & EXT)	E-MAIL ADDRESS
Operator Address (if different than #2)	_____	
	ADDRESS LINE 1 (NUMBER AND STREET)	

	ADDRESS LINE 2 (e.g. PO BOX, SUITE)	
	_____	_____
	CITY OR MUNICIPALITY	STATE
	_____	ZIP-CODE
4. Tank Owner (Organization)	_____	
Contact Person	_____	
	PERSON	TITLE
	_____	_____
	PHONE NUMBER (INCLUDE AREA CODE & EXT)	E-MAIL ADDRESS
Tank Owner Address	_____	
	ADDRESS LINE 1 (NUMBER AND STREET)	

	ADDRESS LINE 2 (e.g. PO BOX, SUITE)	
	_____	_____
	CITY OR MUNICIPALITY	STATE
	_____	ZIP- CODE

5. **Billing Address:** Check one below☐ Same as Tank Owner address listed in Section A4.☐ Same as Facility Operator address listed in Section A3.☐ Other and attach billing address6. **Total number of regulated underground storage tanks at facility** (Complete Section B for each tank unless there has been no changes since last submittal)7. **Total regulated underground storage capacity at facility (gallons)** 8. **Facility Type:** A ☐ State C ☐ County/Municipal E ☐ Charitable / Public School G ☐ Farm (as defined in N.J.S.A.54:4-23.1 et seq.)
B ☐ Commercial/ Industrial D ☐ Federal F ☐ Residential**NOTE: The facility site plan must be submitted when registering any underground storage tank pursuant to N.J.A.C. 7:14B 2.2****SECTION B - SPECIFIC TANK INFORMATION**ALL regulated underground storage tanks, including those taken out of operation (UNLESS THE TANK WAS REMOVED FROM THE GROUND PRIOR TO 9/3/86) must be registered. Report all tank/piping status changes. **DO NOT MARK SHADED AREAS**

1. Tank Identification Number	TANK NO. <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	TANK NO. <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	TANK NO. <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	TANK NO. <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	TANK NO. <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>							
2. CAS Number (Hazardous substances only)												
3. Date Tank Installed												
4. Tank Size (gallons) - Please note that each compartment is considered a separate Tank System												
5. Tank Contents (Mark one "X" for each tank)												
A. Leaded Gasoline												
B. Unleaded Gasoline												
C. Alcohol Enriched Gasoline (> 10%)												
D. Light Diesel Fuel (No. 1-D)												
E. Medium Diesel Fuel (No. 2-D)												
F. Waste Oil												
G. Kerosene (No. 1)												
H. Heating Oil (No. 2) Complete 13C												
I. Heating Oil (No. 4) Complete 13C												
J. Heating Oil (No. 6) Complete 13C												
K. Aviation Fuel												
L. Motor Oil												
M. Lubricating Oil												
N. Automatic Transmission Fluid												
O. Hazardous Waste (Specify ID Number)												
P. Coolant/Antifreeze												
Q. Other (please specify)												
6. Tank & Piping Construction (Mark at least one each for Tank and Piping)	Tank	Piping	Tank	Piping	Tank	Piping	Tank	Piping	Tank	Piping		
A. Bare steel												
B. Cathodically Protected Metal (Mark SA or IC)												
1. Sacrificial Anode (SA)	Mo.	Day	Year	Mo.	Day	Year	Mo.	Day	Year	Mo.	Day	Year
*Date Sacrificial Anode Installed (TANK ONLY)												
2. Impressed Current (IC)	Mo.	Day	Year	Mo.	Day	Year	Mo.	Day	Year	Mo.	Day	Year
*Date Sacrificial Anode Installed (TANK ONLY)												
C. Fiberglass-Coated Steel (TANK ONLY)												
D. Fiberglass-Reinforced Plastic												
E. Internally Line (TANK ONLY)	Mo.	Day	Year	Mo.	Day	Year	Mo.	Day	Year	Mo.	Day	Year
*Date Internal Lining Installed												
F. Other (Please specify) (Include Brand Name)												
7. Piping Operation (Mark one for each tank system)												
A. Pressurized Piping (PIPING ONLY)												
B. American Suction Piping (PIPING ONLY)												
C. European Suction Piping (PIPING ONLY)												
D. Supply/Return (Heating Oil Piping Only)												
8. Tank & Piping Structure (Mark one for each TANK & PIPING)												
A. Single Wall												
B. Double Wall												
C. Secondary Containment (e.g.Externally Lined)												
9. Type of Monitoring/Detection (Mark all that apply for TANK & PIPING)												
A. Statistical Inventory Reconciliation												
Vendor Name & Phone Number												
B. Manual Tank Gauging (TANK ONLY)												
C. Inventory Control (TANK ONLY)												
D. Interstitial												
E. Tightness Test												
F. Ground Water Observation Wells												
G. Vapor Observation Wells												
H. In-Tank (Auto Monitoring Gauge) (TANK ONLY)												
I. In-Line Electronic Pressure Monitoring (PIPING ONLY) See Definition Page 4												
J. Automatic Line Leak Detector (PIPING ONLY) See Definition Page 4												
K. None (TANK & PIPING)												

Tank Identification Number	TANK NO. [][][][]	TANK NO. [][][][]	TANK NO. [][][][]	TANK NO. [][][][]	TANK NO. [][][][]
10. Overall Protection (Mark one X for each tank)					
A. Yes					
B. No					
11. Spill Containment Around Fill Pipe (Mark one X for each tank)					
A. Yes					
B. No					
12. Tank Status Information (Mark appropriate choice for each tank)					
A. In-Use					
B. Out of Service (See Definition Page 4)					
Date Taken Out of Service	Mo. Day Year [][][][][][]	Mo. Day Year [][][][][][]	Mo. Day Year [][][][][][]	Mo. Day Year [][][][][][]	Mo. Day Year [][][][][][]
C. Closed					
1. Removed					
Date Removed	Mo. Day Year [][][][][][]	Mo. Day Year [][][][][][]	Mo. Day Year [][][][][][]	Mo. Day Year [][][][][][]	Mo. Day Year [][][][][][]
Closure #					
2. Abandoned-In-Place					
Date Abandoned-In-Place	Mo. Day Year [][][][][][]	Mo. Day Year [][][][][][]	Mo. Day Year [][][][][][]	Mo. Day Year [][][][][][]	Mo. Day Year [][][][][][]
Closure #					
13. Tank Use Information (Mark if applicable)					
A. Emergency Back -up Generator					
B. Sump (See Definition Page 4)					
C. Heating Oil Tanks If you checked H, I or J under item B5 on Page 2, check one of the following:					
1. Heating Oil for on-site consumption use					
2. Heating Oil for sale or distribution					
14. Other Information (Mark if applicable)					
A. Date of Sale or Transfer	Mo. Day Year [][][][][][]	Mo. Day Year [][][][][][]	Mo. Day Year [][][][][][]	Mo. Day Year [][][][][][]	Mo. Day Year [][][][][][]
B. Substantial Modification #					
15. Is the tank within a wellhead protection area as defined on Page 4 (Mark for each tank)					
A. Yes					
B. No					

SECTION C - FINANCIAL RESPONSIBILITY

Please note: In addition to new submittals, any change in the Financial Responsibility Assurance Mechanism as per N.J.A.C. 7:14B 2.2 (including policy renewal date) for an existing facility shall be listed below.

Type of Mechanism (i.e. Insurance)		Carrier/Issuing Agency	
____/____/____	____/____/____	_____	\$ _____
Effective Date	Expiration Date	Policy Number	Amount of Aggregate Coverage

SECTION D - GENERAL GUIDANCE

FEE: (If applicable) Please make check payable to: "Treasurer, State of New Jersey". Registration and Billing Fee Schedule can be found in N.J.A.C. 7:14B-3.

PENALTY: Failure by owner or operator of a regulated underground storage tank to comply with any requirement of 7:14B et. seq. may result in penalties set forth in N.J.S.A. 58:10A-12.

EMERGENCY: If a discharge or spill occurs, the NJDEP Hotline at (877) 927-6337 must be called **IMMEDIATELY** - 24 hours a day.

EXEMPTION: Residential heating oil underground storage tanks are exempt from the rules as per N.J.S.A. 58:10A-21 et. seq. Please see N.J.A.C. 7:14B.-1.4(b) for other exemptions.

PUBLICATIONS: Operation and maintenance / record keeping / compliance publications are available on line at www.state.nj.us/dep/srp/bust Suggested publications: "Underground and Storage Tank Owner's Self-inspection Checklist" and "Tank Care".

QUESTIONNAIRE: Initial facility registrations can be submitted on line at www.njdeponline.com (Renewal and modifications need prior DEP pin code approval to submit on line).

MAILING: UST Registration Certificates are mailed directly to the facility to be displayed prominently as per N.J.A.C. 7:14B-2.6

SECTION E - CERTIFICATION

Must be signed as follows:

- For a corporation, by a person authorized by resolution of the Board of Directors to sign the document.
- For a partnership or sole proprietorship, by a general partner or the proprietor, respectively.
- For a municipality, State, Federal or other public agency, by either a principal executive officer or ranking elected official.
- For persons other than indicated above, by the person with legal responsibility for the site.

"I certify under penalty of law that I have personally examined and am familiar with the information submitted in this application and all attached documents, and that based on my inquiry of those individuals responsible for obtaining the information, I believe that the submitted information is true, accurate and complete. I am aware that there are significant civil penalties for knowingly submitting false, inaccurate or incomplete information and that I am committing a crime of the fourth degree if I make a written false statement which I do not believe to be true. I am also aware that if I knowingly direct or authorize the violation of any statute, I am personally liable for the penalties.

(Typed / Printed Name)

(Signature)

(Title)

(Organization)

(Date)

Facility UST #

SECTION F - DEFINITIONS

- Section B7 C. **"European" Suction Piping** - Suction piping which has enough slope so that the product in the pipe can drain back into the tank when the suction is released, and which has only one check valve, located directly beneath the pump in the dispensing unit. Any underground storage tank equipped with "European" Suction Piping has no monitoring detection requirements for piping.
- Section B9 I. **In-Line Electronic Pressure Monitor** - (Used with pressurized piping only) A monitor which checks for loss of pressure within piping when no product is dispensed. This method may be used once every 30 days or every time the dispenser turns off.
- Section B9 J. **Automatic Line Leak Detectors** - (Used with pressurized piping - Must be able to detect a 3 gph leak within 1 hour of its occurrence). Types of detectors are:
1. Flow restrictors and flow shut offs which monitor pressure within piping. When a suspected leak is detected, either restricts the flow of product through the piping well below the 3 gph leak rate it detects, or completely cuts off product flow and shuts down the pump.
 2. Continuous alarm systems which constantly monitor piping conditions and trigger an audible or visual alarm if a leak is suspected.
- Section B12 B. **Out of Service Storage Tank** - Any underground storage tank system in which hazardous substances are contained or have been contained, but from which hazardous substances are not or have not been introduced or dispensed pending a decision to close the system or begin reuse of the system.
- Please Note:** Underground storage tank systems which are out of service shall comply with the provisions of N.J.A.C. 7:14B-9-1. The owner or operator of an underground storage tank system which is out of service for a period greater than three months shall follow the guidelines in the current American Petroleum Institute Bulletin #1604. The owner or operator may request that the underground storage tank system remain out of service for a period of more than 12 months without having to permanently close the tank system by complying with the provisions of N.J.A.C. 7:14B-9.1(b) by submitting a Site Investigation (SI) Report at least 30 days before expiration of the 12 month period.
- Section B13 B. **Sump** - Any underground storage tank used to collect or contain a hazardous substance for no more than 48 hours.
- Section B15 **Wellhead Protection Area**
1. The area within a 2,000 ft radius surrounding a public community or public non-community water system well when there is an underground storage tank containing gasoline or non-petroleum hazardous substances located within that area.
 2. The area within a 750 ft. radius surrounding a public community or public non-community water system well when there is an underground storage tank containing petroleum products other than gasoline located within that area.